EXHIBITOR AUDIO VISUAL REQUEST

Sharp's Audio Visual

Please read the entire form carefully. By completing this form you understand and agree to the guidelines set below.

Event Name:	**Event Date:**
Contact Name:	**Company Name:**
Address:	**City:**
Province/State:	**Postal/Zip Code:**
Telephone Number:	**Fax Number:**
Email Address:	**Room:** **Booth #:**
Install Date:	**Time:**
Dismantle Date:	**Time:**

QUANTITY	EQUIPMENT REQUIRED	ADVANCED RATE (per day) Form and full payment received 7 days prior to show move-in	STANDARD RATE (per day) Form and full payment received within 7 days to show move-in	NUMBER OF DAYS	TOTAL
	42" LCD Television	$175.00	N/A		
	Metal Upright Television Stand	$60.00	$75.00		
	Desktop Computer - Basic Configuration	$175.00	N/A		
	Pentium Laptop - Basic Configuration	$175.00	N/A		
	Computer Desktop Speakers	$25.00	$35.00		
	Keyboard & Mouse; **please indicate connector type**	$10.00	$15.00		
	32" LCD Flat Panel Monitor/data or video	$150.00	N/A		
	19" LCD Flat Panel Monitor/data	$65.00	N/A		
	LCD Data Projector	$300.00	$450.00		
	Flip Chart (incl. stand, pad, markers) -per day rate	$25.00	$30.00		
	Standard Easel	$10.00	$10.00		
	5' Tripod Screen	$25.00	$25.00		
	CD or Cassette Player	$40.00	$45.00		
	Powered Speaker with stand	$75.00	$85.00		
	Skirted Cart for Projector or Monitor Rental	$25.00	$25.00		
Don't See What you Require? Please Call Us Direct ~ We Have It!				***Labour:***	**$45.00**

PAYMENT INFO: ☐ Visa ☐ MasterCard ☐ American Express ***Subtotal:***

Cardholder's Name: Expiry Date: ***5% GST:***

Credit Card Number: ***7% PST:***

Cardholder's Signature: Date: ***AMOUNT PAYABLE:***

PAYABLE TO: Amount payable is subject to prevailing taxes and is payable in Canadian Funds

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GST Registr 10443-689 4RT

sharp's audio-visual ltd.

****PRICES SUBJECT TO CHANGE WITHOUT NOTICE**

I herby authorize Sharp's Audio Visual or its agents to install the service(s) described above and agree to assume complete responsibility for all charges including lost or stolen equipment and additional labour charges which may exceed the amount payable made herewith.